# STAFF MEETING MINUTES LANCASTER COUNTY BOARD OF COMMISSIONERS THURSDAY, OCTOBER 25, 2018 COUNTY-CITY BUILDING ROOM 113 - BILL LUXFORD STUDIO 8:30 A.M.

Commissioners Present: Todd Wiltgen, Chair; Jennifer Brinkman, Vice Chair; Deb Schorr, Roma Amundson and Bill Avery.

Others Present: Kerry Eagan, Chief Administrative Officer; Ann Ames, Deputy Chief Administrative Officer; and Leslie Brestel, County Clerk's Office.

Advance public notice of the Board of Commissioners Staff Meeting was posted on the County-City Building bulletin board and the Lancaster County, Nebraska web site and provided to the media on October 24, 2018.

The Chair noted the location of the Open Meetings Act and opened the meeting at 8:30 a.m.

# **AGENDA ITEM**

# 1) APPROVAL OF STAFF MEETING MINUTES FOR OCTOBER 18, 2018

**MOTION:** Brinkman moved and Schorr seconded approval of the October 18, 2018 Staff Meeting minutes.

Brinkman suggested the following wording be updated for the Information Services Policy Committee Report on page 6 from "the payroll system implementation is on hold as the implementing company wants more money" to "the payroll system implementation is on hold as the implementing company reassesses their staffing for the project."

**ROLL CALL:** Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

2) NATIONAL ASSOCIATION OF COUNTY OFFICIALS (NACo) VISA PILOT PROJECT - Candace Meredith, Chief Deputy Lancaster County Treasurer

Candace Meredith, Chief Deputy Lancaster County Treasurer, and Andy Stebbing, County Treasurer, shared appreciation to be part of the National Association of County Officials (NACo) Visa pilot project. The NACo Visa team was introduced (see agenda packet).

Hadi Sedigh, Director, Counties Future Lab, stated one of the primary focuses of the project is making sure counties have the tools they need to operate effectively and efficiently.

Meredith reviewed the PowerPoint presentation (see agenda packet).

Schorr asked how other counties will review the findings of the pilot. Sedigh said the report will be publicly available at the annual conference in July 2019 or the following legislative conference in

2020, and via social media and other electronic platforms.

Brinkman questioned if part of the research will recommend what kind of marketing materials to provide to the public to encourage the electronic payment route and if something could be included on the website. Meredith responded both employee and citizen surveys will be conducted, and discussions are taking place on linking the property tax system online collection portal through MyInterlinc (the City of Lincoln/Lancaster County public login portal).

Wiltgen inquired how the survey will be distributed. Brinkman suggested a survey be emailed to individuals when they pay online. Meredith stated surveys will be available at the Motor Vehicles counter and on the County Treasurer's website.

Schorr suggested reaching out to the Waverly News and Hickman Voice so their citizens can participate in the survey.

Brinkman asked if there has been discussion on a monthly wheel tax as opposed to wheel tax on a yearly basis. Meredith stated with the current system that would not be feasible, but she would not rule it out for the future.

## **ACTION ITEM**

A. Grant Application to Department of Justice for Juvenile Prosecutor Training (\$216,187)

**MOTION:** Schorr moved and Brinkman seconded to authorize the Board Chair to sign the grant application for the Department of Justice for Juvenile Prosecutor Training (see agenda packet). Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

# **CHIEF ADMINISTRATIVE OFFICER REPORT**

B. Claim for Review - PV # 626593-626594 to Kessler Soils Engineering Products, From the Lancaster County Engineer Department, Invoice Dated September 28, 2018, In the Amount of \$6,791.88. This Payment Requires a Purchase Order.

Kerry Eagan, Chief Administrative Officer, provided an email from Bob Walla, Lincoln-Lancaster County Purchasing Agent, explaining the claim (Exhibit A).

**MOTION:** Brinkman moved and Amundson seconded to move the claim to the next Tuesday meeting as a regular claim. Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

C. Claim for Review - PV # 626844 to Powerplan, From the Lancaster County Engineer Department, Invoice Dated June 8, 2018. This Claim is Beyond the 90 Day Time Period.

**MOTION:** Amundson moved and Amundson seconded to move the claim to the next Tuesday meeting as a regular claim. Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

D. Claim for Review - PV # 627705 to Sharon Hough from Clerk of the District Court, Invoice Dated October 11, 2018 in the Amount of \$170.47. The County Board Has Requested a Review of All Claims for Employees Reimbursement Other Than Those Related to Travel for County Business.

**MOTION:** Amundson moved and Brinkman seconded to move the claim to the next Tuesday meeting as a regular claim.

Brinkman noted a Purchase Card (P-card) could be used for these purchases in the future. Ames stated County Court, Risk Management and the Election Commission have yet to take the P-card training. Schorr felt the P-card training was well done and very informative.

**ROLL CALL:** Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

## **GENERAL ADMINISTRATIVE ITEMS**

A. Holiday Schedule

It was the consensus of the Board that the last staff meeting of 2018 be on December 20. Staff meetings will resume on January 10, 2019 at which time Committee assignments will be discussed. The swearing in ceremony for county elected officials will be on Tuesday, January 8, 2019.

**POTENTIAL LITIGATION** — Dan Zieg, Lancaster County Deputy Attorney; and Jenifer Holloway, Lancaster County Deputy Attorney

**MOTION:** Schorr moved and Amundson seconded to enter Executive Session at 9:04 a.m. for the purposes of potential litigation and to protect public interest.

The Chair said it has been moved and seconded that the Board enter Executive Session.

**ROLL CALL:** Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

The Chair restated the purpose for the Board entering Executive Session.

**MOTION:** Schorr moved and Amundson seconded to exit Executive Session at 9:19 a.m. Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

**4) RENEGOTIATION OF PRUDENTIAL CONTRACT** - Doug Cyr, Chief Deputy County Attorney; and Kerry P. Eagan, Chief Administrative Officer

Doug Cyr, Chief Deputy County Attorney relayed a recommendation from Frank Picarelli, Senior Vice President, Segal Marco Advisors, to renew the Prudential contract for two years with 7.5 basis points.

Schorr said she has been very happy with the service the County receives from Crystal Vacura, Prudential Team Leader West/Midwest Plans and Senior Counselor for Lancaster County.

**MOTION:** Schorr moved and Amundson seconded to accept the recommendation of the Pension Review Committee and accept the two-year extension with Prudential with the 7.5 basis points. Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

# 5) VACATION OF WEST MCKELVIE ROAD ADJACENT TO LOT 79 IN SECTION 21-11-5 - Ken Schroeder, County Surveyor

Jenifer Holloway, Deputy County Attorney, was present for the discussion.

Ken Schroeder, County Surveyor, reviewed his report of the vacation of West McKelvie Road (see agenda packet).

**MOTION:** Amundson moved and Brinkman seconded to approve the recommendation of the County Engineer to vacate West McKelvie Road adjacent to Lot 79 in Section 21-11-5.

Brinkman asked if the utility easement recommendation would be included on the Tuesday agenda. Holloway said there would be a resolution stating the Board received both the Planning Department report and County Engineer study and directing the County Clerk to publish notice of the public hearing.

Schroeder stated he would forward copies of the study to Nadine Link, Malcolm Village Clerk.

**ROLL CALL:** Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

# **CHIEF ADMINISTRATIVE OFFICER REPORT**

A. Outpatient Treatment for Restoration of Competency to Stand Trial

Wiltgen inquired if wait times for the Regional Center should be discussed with the Regions.

Brinkman exited the meeting at 9:40 a.m. and returned at 9:44 a.m.

Scott Etherton, Lancaster County Mental Health Crisis Center (MHCC) Director, reviewed data on inpatient commitments from fiscal years 2016, 2017 and 2018 (Exhibit B). He felt this should be discussed with the Regions as wait times and court cases have had a direct influence on the MHCC being able to get people into the Regional Center as private hospitals will not take these individuals.

It was the consensus of the Board to include the Regions in these conversations.

# 6) ANNUAL REPORT FROM SHELI SCHINDLER, YOUTH SERVICES EXECUTIVE DIRECTOR

Sheli Schindler, Youth Services Center (YSC) Executive Director, presented her annual report including a PowerPoint presentation (Exhibit C).

Wiltgen inquired if Behavior Management is an evidence-based practice. Schindler replied it is something the YSC does for short-term behavior modification, but it is not necessarily evidence-

based.

In response to Brinkman's inquiry, Schindler said the YSC's room confinement rate of 2.5 out of 100 days is one of the lowest rates in Nebraska.

Wiltgen asked if court transportation is better now than with Midwest Transport. Schindler said collaboration with the Lancaster County Sheriff's Office has helped. She added the Detention Utilization Study (DUS) shows transportation is an excessive cost that can be improved with better case management.

Discussion followed on the process of multi-departmental and multi-agency collaboration when finding placements for youth.

# 7) BREAK

The meeting was recessed at 10:35 a.m. and reconvened at 10:45 a.m.

# 8) ANNUAL REPORT FROM KIM ETHERTON, COMMUNITY CORRECTIONS EXECUTIVE DIRECTOR

Kim Etherton, Community Corrections Executive Director, presented her annual report including a PowerPoint presentation (Exhibit D).

Schorr asked how the American Civil Liberties Union (ACLU) of Nebraska bond program has affected the department. Etherton stated she has not heard anything recently but will follow up.

Schorr inquired about the reasons for closed unsuccessful cases. Etherton said not showing up, not completing a required number of hours, and warrants are the main reasons. If an individual is sentenced to community service, then a warrant may be issued if they do not complete it. If community service was in lieu of a fine, then a warrant would be issued for failure to pay the fine.

Avery asked how Etherton accounted for the low numbers in the Veteran's program. Etherton said she advocated for a checkbox for military involvement to be added to the citation which would have allowed them to be sorted through for veterans, but the State Court Administrator denied the request. She also stated the Veterans Affairs (VA) does a good job connecting members to services.

Wiltgen asked if there are certain levels of violations dealt with in Mental Health Diversion. Etherton said both felonies and misdemeanors may be on the program with violent behaviors looked at on a case-by-case basis.

Etherton stated she will fix the graph of the 24/7 program to reflect what is happening and redistribute it to the Board (Exhibit E). There was general discussion on the barriers of Interlock devices.

Avery exited the meeting at 11:18 a.m.

Etherton also reported on the Stepping Up Initiative summit and the Nebraska Safety Council contract

for Safety Training Option Program (S.T.O.P.) classes. She noted that Lutheran Family Services will no longer be a peer-support group once the State changes the definition for such groups. She is also considering a department name change.

Avery returned to the meeting at 11:25 a.m.

# **ACTION ITEM**

A. Grant Application to Department of Justice for Juvenile Prosecutor Training (\$216,187)

Item moved forward on agenda.

# 9) CHIEF ADMINISTRATIVE OFFICER REPORT

- A. Outpatient Treatment for Restoration of Competency to Stand Trial
- B. Claim for Review PV # 626593-626594 to Kessler Soils Engineering Products, From the Lancaster County Engineer Department, Invoice Dated September 28, 2018, In the Amount of \$6,791.88. This Payment Requires a Purchase Order
- C. Claim for Review PV # 626844 to Powerplan, From the Lancaster County Engineer Department, Invoice Dated June 8, 2018. This Claim is Beyond the 90 Day Time Period
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Items A-D moved forward on agenda.

# 10) GENERAL ADMINISTRATIVE ITEMS

A. Holiday Schedule

Item moved forward on agenda.

# 11) DISCUSSION OF MEETINGS ATTENDED

A. Nebraska Coalition for Juvenile Justice - Amundson

Amundson reported there was discussion on legislative resolutions, Juvenile Detention Alternative Initiative (JDAI), § 43-251.01 (Juveniles; placements and commitments; restrictions), and the increase in youth suicide attempts. She also noted for youth with mental health issues, Memorandums of Understanding (MOUs) of Services and a bill of rights for juveniles needs to be created, transportation of juveniles with suicidal tendencies needs to be addressed, and crossover youth need to use the same advisors for both the juvenile justice and welfare system.

### 12) **DISCUSSION OF BOARD MEMBER MEETINGS ATTENDED**

A. Lincoln Independent Business Association Elected Officials Meeting - Amundson

Amundson said gun safes, trees, LED lighting for bike lanes, Lincoln Public Schools student enrollment numbers, and the new high school committee were discussed.

Lancaster County Fairgrounds Joint Public Agency (JPA) - Wiltgen/Amundson B.

Wiltgen said they approved a bill for payment and were introduced to the consultant who is reviewing financing options for Phase 3.

### 13) **SCHEDULE OF BOARD MEMBER MEETINGS**

For informational purposes only.

### **EMERGENCY ITEMS** 14)

There were no emergency items.

### **15) ADJOURNMENT**

**MOTION:** Schorr moved and Brinkman seconded to adjourn at 11:46 a.m. Avery, Amundson, Brinkman, Schorr and Wiltgen voted yes. Motion carried 5-0.

Dan Nolte

Lancaster County Clerk

# Minette M. Genuchi

EXHIBIT

From:

Kerry P. Eagan

Sent:

Thursday, October 25, 2018 8:08 AM

To:

Todd J. Wiltgen; Jennifer J. Brinkman; Deb E. Schorr; Roma B. Amundson; Bill P. Avery

Cc:

Minette M. Genuchi

Subject:

FW: Claim for Review - Cnty Engineer

Fyi. -kpe

From: Robert L. Walla

Sent: Thursday, October 25, 2018 8:05 AM

To: Kerry P. Eagan < KEagan@lancaster.ne.gov>; Ann E. Ames < AAmes@lancaster.ne.gov>

**Cc:** Ron L. Bohaty <RBohaty@lancaster.ne.gov> **Subject:** Claim for Review - Cnty Engineer

I spoke to Ron about the purchase they made from Kessler Soils and he now understands that cooperative purchases must be initiated through the Purchasing Department. Is there any need for he or I to come to the meeting?

Bob

Robert Walla - CPPB City of Lincoln/Lancaster County Purchasing Agent 402-441-8309 440 So. 8<sup>th</sup> Street, Suite 200 Lincoln, NE 68508

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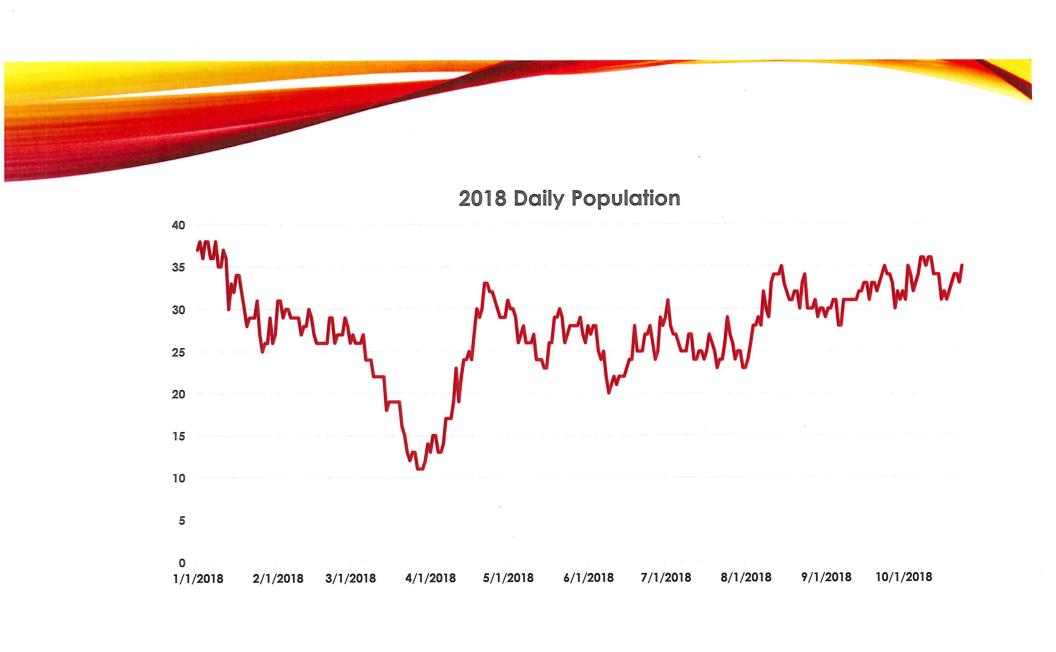
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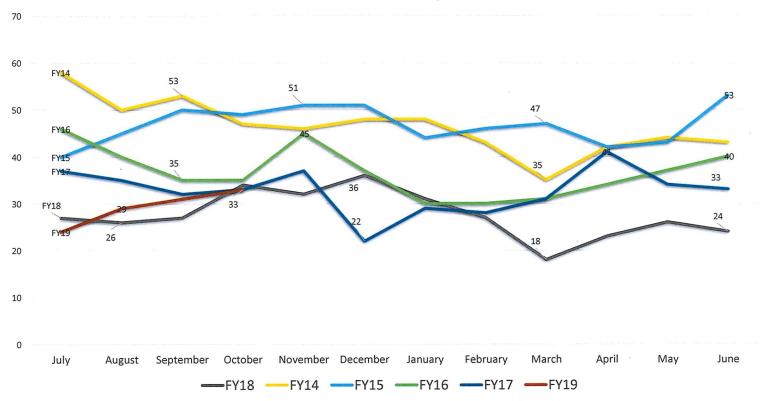
# YOUTH SERVICES CENTER 2018 ANNUAL REPORT

Michelle Schindler





# FY14-FY19 ADP By Month



# HOUSING SERVICES

\$3,339,507

- Behavior Management-Respect/Responsibility/Cooperation
  - Modifications to programming
  - · Significant decrease in utilization of room for behavior control
  - · Increase in youth recognition of strengths and internalization of self control
- Case Management
  - Increased collaboration-Local and State
- New Program Supervisor Master Education
  - Restorative justice and life skills for youth
    - Goal setting for independent living, conflict resolution, career planning, communication skills, negotiating health risk behaviors
- Revised classification process
- JDAI Initiative
  - DUS Study
  - Data Collection revisions with IS

# ADMINISTRATIVE SERVICES

\$349,591

- Development of personnel performance tracking systems
  - · monthly observations
  - · attendance review
- Security systems updates moved to from need identification to negotiations
- Reallocation of business office duties
  - · Administrative Service Officer to Administrator
- Student internship program enhancements
- Technology Enhancements (Windows 10 and Outlook to 2013 or higher)
- Electronic Records system internal security and filing schemes enhanced.
- Internal security systems audits



- Collaborative Problem Solving
- Harassment Training
- Leadership Development Courses
- HP Content Manager (TRIM) (partially covered by grant for travel)
  - Enhanced security and efficiency in system
- NIC Jail Administration and Management Development (low cost/Nebraska)
  - Policy revision/development, staff supervision/optimal performance, budget strategies/funding sources.
- ARMA membership (Association of Records Managers and Administrators)
  - Free online resources, low cost conferences on records management.

# INTAKE/TRANSPORT SERVICES \$84,820

- Security measures added to fleet windows
- JDAI
  - · case processing team
  - · JDAI data collection
- Video Court
  - · Lancaster County Adult Court
  - · Some increase in Juvenile Court

# MENTAL HEALTH SERVICES \$92,544

- <u>Direct programing with youth</u>
- Bi-Lingual Counseling Staff
- Collaborative Problem Solving (staff training)
- Inclusion in staff selection process



- New contract
  - new pharmacy service partner for overall cost savings
- Medication Aide training for supervisory staff

# EDUCATION SERVICES \$896,500

- Behavior management program
  - · Focus on strengths for behavior management
- Sharing of individual special education interventions
- Coordination between School/Detention Programming
  - Sharing of information

# BUILDING AND MAINTENANCE

\$479,660/\$136,000

- <u>Security system updates</u> (negotiation phase)
- Addition of Carbon Monoxide Detectors (negotiation phase)



- <u>Crime Commission</u> Grant Review, Jail Standards, State Database
- NCCJA Member Policy
- <u>Variety of Lancaster Committees</u> JDAI, RED, Crisis Response
- High Utilizers of Services Children's Commission Workgroup

# CHALLENGES

- Legislative changes
- Population fluctuation
- Complexities of youth needs

# QUESTIONS?

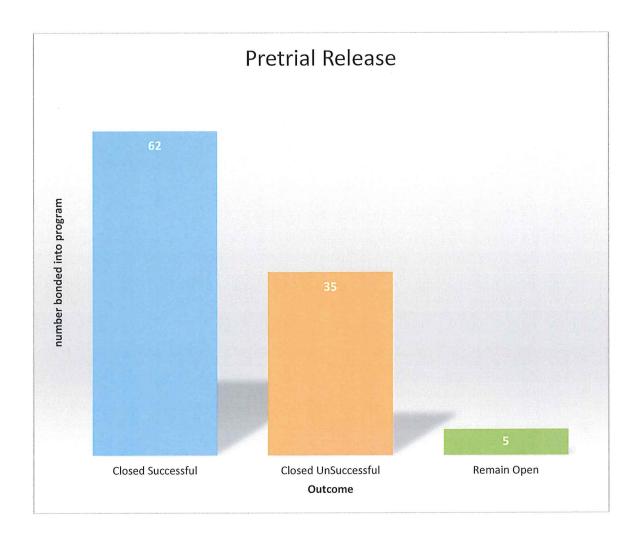


# Department of Community Corrections

Providing Alternatives to Incarceration

Kim Etherton

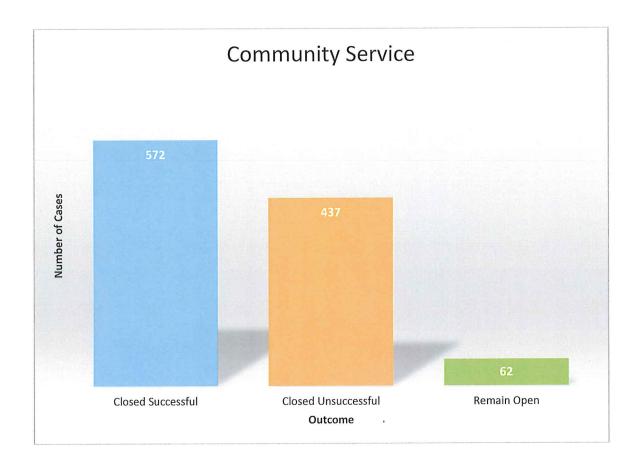
**Director Report 2018** 



# In 2017-18 total number of days in program:

Closed Successful	7781
Closed Unsuccessful	1408
Those that remain open	953

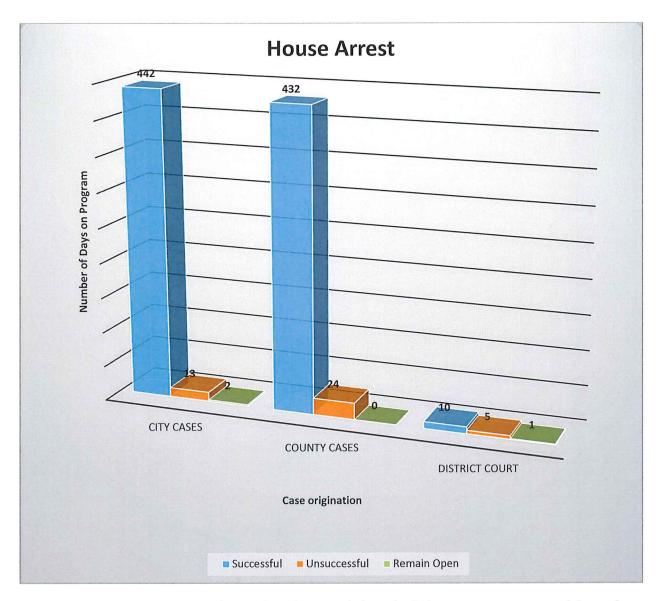
We continue working closely with a local substance abuse evaluator to coordinate Region V funded substance use evaluations in the jail. In doing so, we are able to have the most bondable defendants utilizing this very limited resource (3 funded evaluations per week). This also allows the screening specialist to coordinate with the local tx providers in placements in an effort be the most efficient in accessing their resources. We currently have 20 open and 40 pending Pretrial Release cases.



In 2016-17 total number of hours of Community Service Ordered:

Closed Successful	51,899
Closed Unsuccessful	42,522
Those that remain open	12,205

With the passage of LB259, in 2017, Community Corrections will be addressing questions surrounding community service in lieu of fines by increasing the dollar amount credited for each hour of service. Currently the agency credits 10\$ per hour. However, other jurisdictions will allow up to 20\$ per hour. Our current rate of 10\$ per hour was set in 2003 and should be revisited to adjust for cost of living increases.

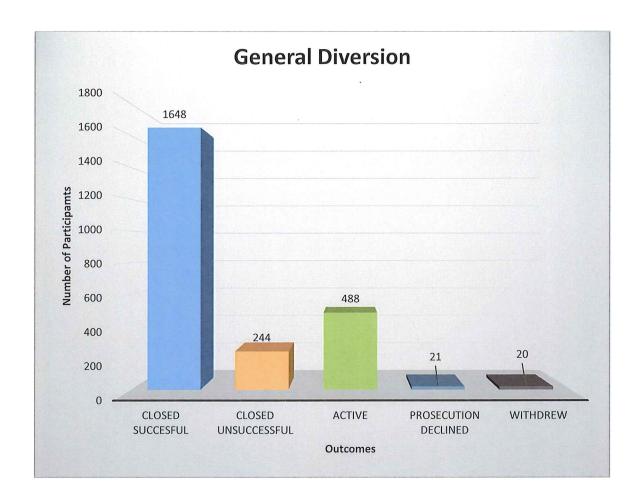


House arrest continues to be utilized at each level of the court system, although the numbers have been decreasing over the past three years.

I will watch for on any DUI legislation that may have an impact on the use of this program.

Totals for days on House Arrest are as follows:

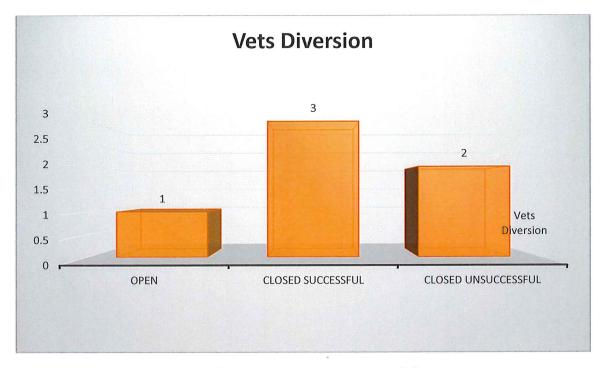
City Cases	5,999 days
County Cases	10,076 days
District Court	878 days



Diversion cases consist of both misdemeanors and low level (first time) felony offenders. Since the transfer of General Diversion into Community Corrections, diversion programming has expanded and is being utilized for mental health cases, military veterans and most recently Intensive Supervision Diversion.

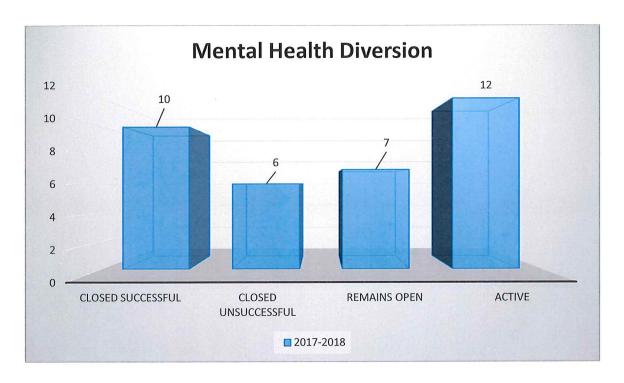
# Totals for days on General Diversion are as follows:

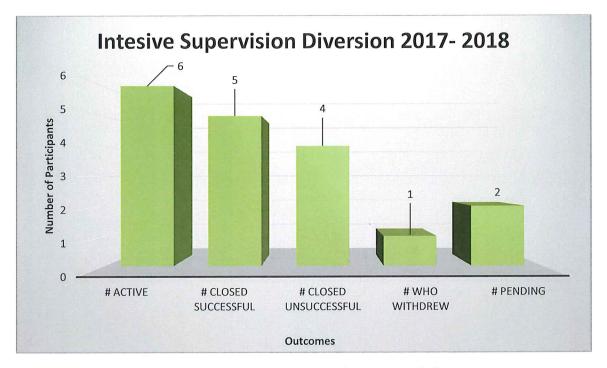
Closed Successful	224,989 days
Closed Unsuccessful	45,361 days
Active	47943 days



Totals for days on Mental Health and Vets Diversion are as follows:

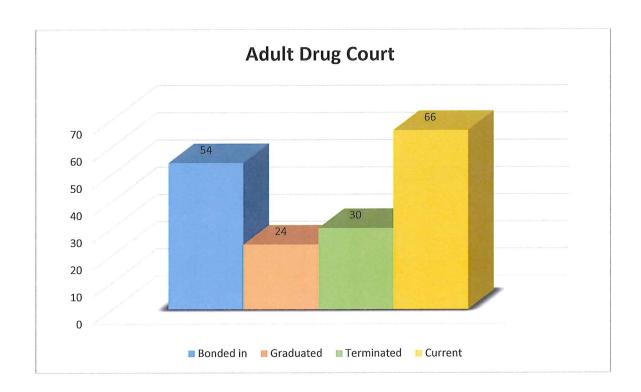
Mental Health Closed Successful	3637
Vets Closed Successful	970

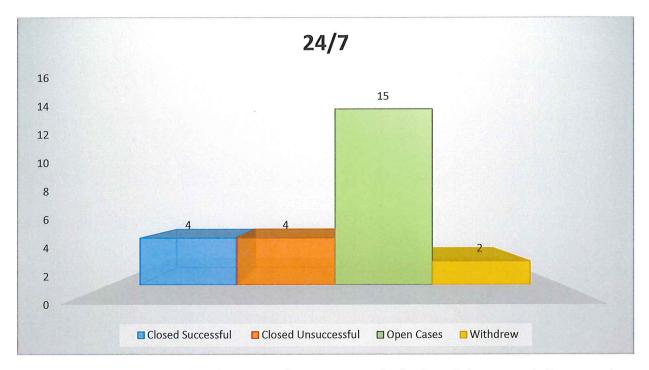




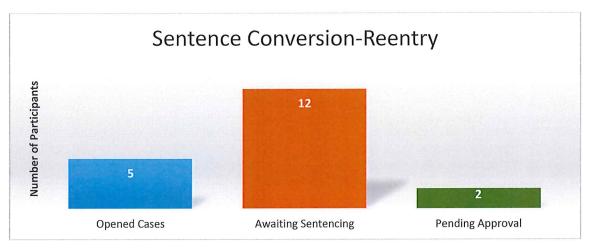
Totals for days on Intensive Supervision Diversion (ISD) are as follows:

Closed Successful	1825
Closed Unsuccessful	724
Active	1243

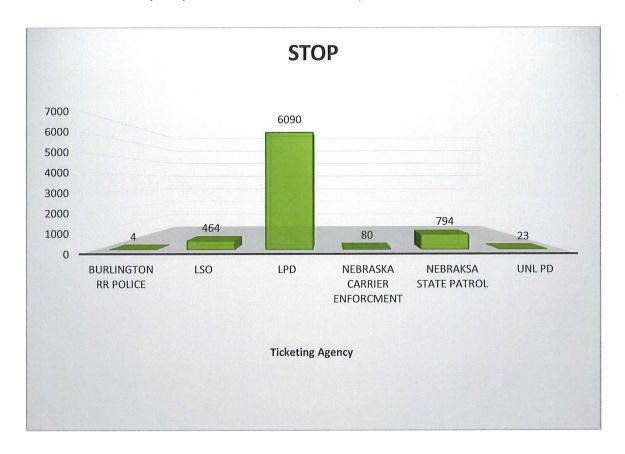


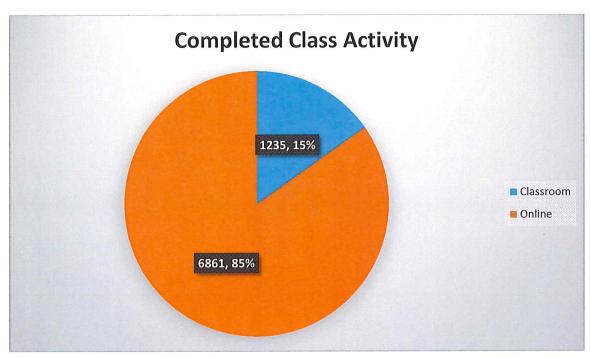


Pat Condon is considering legislation to allow persons who had a valid operator's license, who are charged with a second aggravated or a third offense DUI and who are enrolled in a 24/7 program to obtain a Conditional Operator's Permit.



Began placing participants in the program in July. Two participants began in July, 2 three began in October. This group of 5 accounts for freeing up 225 jail bed days.





85% of STOP registrations complete the class on line.73% of individuals registering for STOP, use the online registration option.



# **Current Department Activities:**

- BJA Smart Reentry Grant (Sentence Conversion).
- BJA Drug Court Enhancement Grant to address homelessness, underemployment and Medically Assisted Treatment Planning Activities. UNL Public Policy Center will be conducting the evaluation for grant activities.
- Working with County Attorney's Office to manage Mental Health Diversion population.
   We have scheduled monthly meetings to discuss the current caseloads and pending cases.
- Consulting with County Court to increase the Community Service imbursement rate from \$10 to \$20.
- Considering a department name change. If approved, we would like to make this change beginning January 1, 2019.

### Leslie E. Brestel

From:

Minette M. Genuchi on behalf of Commish

Sent:

Thursday, October 25, 2018 1:18 PM

To:

Bill P. Avery; Deb E. Schorr; Jennifer J. Brinkman; Roma B. Amundson; Todd J. Wiltgen

Cc:

Kerry P. Eagan; Ann E. Ames; Leslie E. Brestel

**Subject:** 

FW: Updated information on 24/7

**Attachments:** 

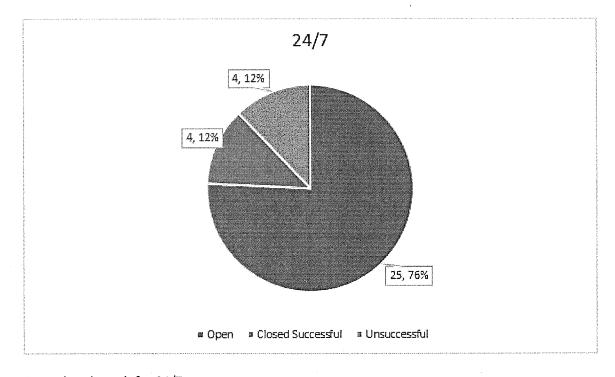
2018 Updated graph for 247.pdf

From: Kim G. Etherton

Sent: Thursday, October 25, 2018 12:56 PM To: Commish < Commish@lancaster.ne.gov> Cc: Kerry P. Eagan < KEagan@lancaster.ne.gov>

Subject: Updated information on 24/7

Below is an update for the 24/7 information I presented today. I am also attaching a PDF of this information.



### An updated graph for 24/7:

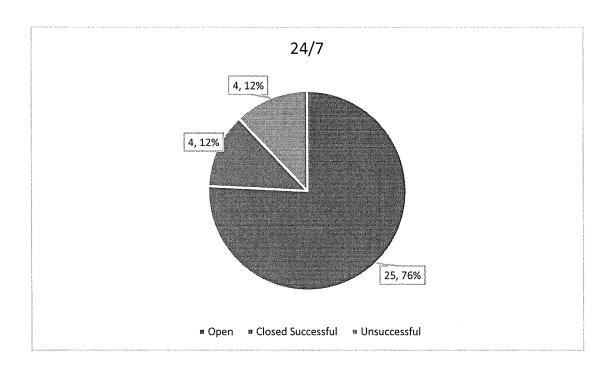
I removed those who withdrew because they do not impact the overall numbers, it was just interesting. Those two individuals represented people who signed up and then posted a bond rather than continue the program. Rather than 15 open cases, we have 25 open cases. That was a date entry error on my part when creating the graph. I reviewed my notes from the 24/7 Coordinator: The 98% I referenced is the rate of clean UAs and Alcohol tests from participants. Rarely are we seeing positive tests. Additionally, we consider those who have an open case as successful. They move into the unsuccessful category if their bond is revoked for failure to comply with the parameters of the program:

- Participants in the program shall not consume alcohol or any drug not prescribed by a physician.
- The program must test every participants 1 time every 12 hours.

- This testing shall occur every day of the year.
- On a first positive test, the defendant will have a 12 hour sanction.
- On a second positive test, the defendant will be placed in jail for 24 hours, than released.
- On a third positive test the defendant will be placed in jail for 48 hours, and go before the Judge to set or review a bond.

Kim Etherton, M.A., LIMHP
Director, Lancaster County Community Corrections
402-441-3603
402-416-5041

There are two ways of spreading light: To be the candel or the mirror that reflects it.
-Edith Wharton



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